

THE CITY OF TORRANCE IS HIRING FOR

Assistant Pool Manager

Non-Civil Service

\$16.35—\$18.00
per hour

DUTIES & RESPONSIBILITIES

- ◆ Under the direction of the Aquatics Program Coordinator, assigns, instructs and supervises the Lifeguards, Aquatics Instructors, Locker Room Attendants and Cashiers at the City of Torrance Victor E. Benstead Plunge.
- ◆ Conducts classes in swimming and life saving.
- ◆ Enforces rules and regulations regarding the use of the pool by the public.
- ◆ Directs the work of lifeguards in carrying out safety requirements.
- ◆ Directs the work of lifeguards and locker room attendants in keeping the deck, swimming area and locker rooms clean and hazard free.
- ◆ Rescues swimmers as necessary and directs the work of lifeguards when making rescues.
- ◆ Administers CPR and First Aid to rescued or injured swimmers.
- ◆ Takes charge of the complete management of the pool with immediate supervision of all phases of pool activities in the absence of the Aquatics Program Coordinator.

QUALIFICATION GUIDELINES

- ◆ Possess current Lifeguard, WSI, CPR/AED, and First Aid certifications, or the ability to obtain prior to start date.
- ◆ Must have 3 years minimum of lifeguard and swim instructor experience.
- ◆ High School Graduate or equivalent.
- ◆ 18 years old or older.

Knowledge of:

- ◆ Principles and methods of public swimming pool operations.
- ◆ Material Safety Data Sheets (MSDS) for pool chemicals.
- ◆ ADA (Americans with Disabilities Act) compliance guidelines.
- ◆ Supervision of all pool personnel and be able to perform effectively the duties of a Lifeguard and Aquatics Instructor.

SCHEDULE

Work schedule varies depending on the needs of the aquatic center, and typically require some evenings, weekends, and holidays.

IDEAL CANDIDATE

- ◆ Strong swim lesson program experience.
- ◆ Supervisory experience *preferred*.
- ◆ Good verbal and written skills.
- ◆ Good customer services skills.

INTERESTED?

Interested applicants must submit an on-line application available at
www.TorranceCA.Gov/Jobs.

Application submissions will be accepted on a continuous basis until the position is filled.

First review of applications will be those received by August 8, 2016 at 5:30 p.m. Only those candidates whose experience best meet the needs of the City and the Department will be invited to participate in an oral interview.

Oral interviews are tentatively scheduled for August 23, 2016.

If you have additional questions, please contact Sjon Swanson, Aquatics Program Coordinator at SSwanson@TorranceCA.Gov or (310) 618-5792.

Special Notes: A candidate must successfully complete the following before being hired: medical exam, fingerprinting and results of a TB test.



Human Resources • 3231 Torrance Blvd. • Torrance, CA 90503 • www.TorranceCA.Gov

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